

Minutes

City of Loma Linda

Department of Community Development

Planning Commission

An adjourned regular meeting of the Planning Commission was called to order by Chair Randy Neff at 7:00 p.m., **Wednesday, January 14, 2004**, in the City Council Chambers, 25541 Barton Road, Loma Linda, California.

Commissioners Present: Randy Neff, Chair
Mary Lee Rosenbaum, Vice Chair
Marilyn Roberts
Shakil Patel

Commissioners Absent: Eric Essex
Michael Christianson, Alternate

Staff Present: Deborah Woldruff, Community Development Director
Lori Ludi, Senior Planner
Raul Colunga, Assistant Planner
Jeff Peterson, Associate Engineer, Public Works Dept.
Jocelyne Larabie, Administrative Secretary

ITEMS TO BE DELETED OR ADDED

There were no items to be added or deleted. However, Director Woldruff requested to change the order of the items on the agenda. She requested that Conditional Use Permit (CUP) No. 03-02 be heard first followed by Precise Plan Of Design (PPD) No. 03-03. Chair Neff had no objections to the substitution.

Director Woldruff added for the Planning Commission's information that Alternate Commissioner Christianson had called to inform her of his absence.

ORAL REPORTS/PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

There were no oral reports.

CONTINUED ITEMS

PUBLIC HEARING

PC-04-01 - DEVELOPMENT CODE AMENDMENT (DCA) NO. 03-01 - A proposal to establish a historical overlay district in the City's Historic Mission Area that will preserve and enhance the area and associated historical and cultural resources, and provide standards and guidelines for new development, adaptive reuse, restoration, rehabilitation, and demolition projects. The proposed overlay district boundaries generally are Redlands Boulevard on the north, Barton Road and the San Timoteo Creek Channel on the south, Loma Linda City limit line on the east, and Mountain View Avenue on the west.

Director Woldruff informed the Planning Commission that staff had been working on the revisions to the draft ordinance and would like to meet with Chair Shipp and Vice Chair Stewart of the Historical Commission before bringing the ordinance back to the Planning Commission for discussion.

Therefore, Director Woldruff requested that the item be continued to the meeting of February 4, 2004 to allow more time to meet with the members of the Historical Commission.

Motion by Roberts, seconded by Rosenbaum, and carried 4-0 to continue the discussion on Development Code Amendment (DCA) 03-01 to the regular meeting of February 4, 2004. (Essex and Christianson absent)

PC-04-02 - GENERAL PLAN UPDATE PROJECT - A comprehensive update to the City's 1973 General Plan. Staff is requesting a continuance due to a delay in the preparation of the Circulation Element and the draft Environmental Impact Report (EIR)

Director Woldruff presented the staff report stating that the General Plan Update project had a new traffic model that enabled the consultant firm, LSA Associates to conduct the noise and air quality studies. She added that staff anticipated receiving the final draft of the General Plan the week of January 19, 2004 for distribution to the Planning Commission, the City Council, posting to the city's website, and other routings as required by the California Environmental Quality Act (CEQA) and planning law. She stated that the draft General Plan would be brought before the Planning Commission on February 4, 2004 to begin public hearings. Director Woldruff informed the Commission that the EIR would follow at a later date.

Director Woldruff therefore requested that the item be continued to the regular meeting of February 4, 2004 to allow time to distribute the draft general plan and receive public comments.

Motion by Rosenbaum, seconded by Roberts, and carried 4-0 to continue the General Plan Project item to the next regular meeting of February 4, 2004. (Essex and Christianson absent)

NEW ITEMS

PUBLIC HEARING

PC-04-03 - CONDITIONAL USE PERMIT (CUP) NO. 03-02 - A request by the Living by Faith Ministries Church to occupy an 11,518 square foot building for church/religious activities and related general office counseling/training activities. The proposed church location is on the northwest corner of Redlands Boulevard and Enterprise Way in the Corporate Business Center (10482 Enterprise Way).

Assistant Planner Colunga presented the staff report stating that the department had received a submittal from the Living by Faith Ministry wishing to relocate their church to Loma Linda. He added that the space they were considering is an 11,518 square foot space at 10482 Enterprise Way in the East Valley industrial commercial zone, which is part of the East Valley Corridor Specific Plan (EVCDP) and part of the Corporate Business Center.

Mr. Colunga reported that the Living by Faith Ministries currently had a congregation of about 100 people consisting of adults, teenagers, children and staff. He added that the applicant had provided a letter of intent to demonstrate that their hours of operations, Sundays from 8:00 a.m. to 10:00 p.m. and some weekday evenings from 6:00 p.m. to 10:00 p.m., would not conflict with adjacent businesses hours of operation, which are Monday through Friday from 8:00 a.m. to 5:00 p.m. He added that the interior of the building would be comprised of seven offices, five classrooms, one teen room and a 250 permanent seat sanctuary with a raised stage. He reported that there were two other churches leasing space in the Corporate Business Center.

Speaking to the issue of parking, Mr. Colunga explained that due to the hours of church services that would not conflict with the hours of business of the Corporate Business Center (CBC) or the other nearby church in the CBC, parking would not be an issue as the CBC had 2,619 parking spaces, a sufficient amount to accommodate everyone. He added that staff had included Condition of Approval No. 1.10 that required the applicant to obtain a reciprocal parking agreement with CBC to utilize additional parking spaces during church service hours.

Assistant Planner Colunga reported that the public hearing notices had been mailed on December 30, 2003 and that no comments were received by the Community Development Department. He added that the five findings for the approval for a Conditional Use Permit had been made for the project.

Mr. Colunga concluded his presentation stating that the request to establish a church was consistent with the General Plan and appeared to be consistent with the Draft Preferred Land Use Alternative prepared for the City's Comprehensive General Plan Update project. He added that staff recommended that the Planning Commission approve Conditional Use Permit CUP No. 034-02 based on the findings and subject to the Conditions of Approval. In closing, he stated that Pastor Vernon Lambert of the Living by Faith Ministries was present to answer any questions from the Planning Commission.

Chair Neff opened the public comment period at 7:14 p.m.

Pastor Vernon Lambert, of the Living by Faith Ministries, 29255 Lake View Lane, in Highland addressed the Commission to explain that the Church was currently located in an elementary school in Highland, but that the congregation wanted a permanent location. He stated that they had considered the location that the Rock Christian Church had vacated but the space was too large. He added that the landlord had agreed to provide the Church with a reciprocal parking agreement.

As there were no other comments from the audience, the public comment period was closed at 7:16 pm.

A brief discussion ensued regarding parking availability and the churches needs, and Senior Planner Lamson answered the Planning Commission's questions.

The Planning Commission reviewed the Conditions of Approval touching on the issues of tenant improvements, handicapped parking, and possible infringement on the freedom of religious practice as it pertained to special event requirements. On this last issue, Director Woldruff suggested that the language be changed in Condition of Approval 1.14 to make it more general to avoid any possibility of infringement.

Condition 1.14 will read:

For outdoor events, applicant shall contact the Community Development Department for Special Events Permit process and requirements.

The discussion resulted in the following motion.

Motion by Roberts, seconded by Patel, and carried by a vote of 4-0 to approve Conditional Use Permit (CUP) 03-02 based on findings and the amended Conditions of Approval. (Essex and Christianson absent)

PC-04-04 - PRECISE PLAN OF DESIGN (PPD) NO. 03-03 - A proposal to upgrade some of the existing and improved, and vacant and unimproved portions of the Loma Linda University Medical Center (LLUMC)-East Campus. The modifications include a new entrance drive from Loma Linda Drive, new community park, removal of some existing driveways along Daisy Avenue, new parking improvements, and associated landscaping at the Southwest corner Barton Road and Benton Street. The project is located at 11406 Loma Linda Drive. The 22-acre project site is located on the north half of the block between Benton Street and Loma Linda Drive on the south side of Barton Road.

Director Woldruff presented the staff report and reminded the Commission of a recent presentation by Medical Center staff to explain the intent of the East Campus improvements. She continued detailing the proposed modifications to the Loma Linda University Medical Center (LLUMC), East Campus site which included a new entrance drive from Loma Linda Drive, a new community park, the removal of some existing driveways along Daisy Avenue, parking improvements, and associated landscaping at the Southwest corner Barton Road and Benton Street. She continued to say that the LLUMC, East Campus site is located at 11406 Loma Linda Drive, on the north half of the block between Benton Street and Loma Linda Drive on the south side of Barton Road.

Director Woldruff reported that staff completed the Initial Study pursuant to CEQA and issued a Notice of Intent (NOI) to Adopt a Negative Declaration for the mandatory 20-day public review period, which began on December 24, 2003 and ended on January 14, 2004. She informed the Commission that three letters of comments had been received: one from the Benton Way Estates Homeowner's Association (HOA) detailing their concerns regarding a landscaped wall between the two properties, one from Mr. Jay Linthicum who is a resident of Benton Way Estates and has similar concerns, and from Omnitrans, regarding adequate pedestrian amenities for hospital personnel and patients. (copies attached to minutes)

Commissioner Rosenbaum asked that Director Woldruff explain the scope of this application. Director Woldruff replied that at this time, LLUMC provided an early package that showed plans for some on site improvements to accommodate better on site circulation, more parking availability and accessibility for pedestrian and vehicles, and enhancement of the site. She

added that the community park would be open to the public as well as the patients and employees.

Mr. Ken Breyer, of the Loma Linda University Medical Center addressed the Commission to explain that the Planning Commission would receive two separate requests by the LLUMC, that this first part, referred to as the Early Package, would address the civil site improvements and that a second building package would come before the Planning Commission at a later date for additional buildings and a façade improvement for the Community Hospital building. He mentioned that the architect was present to answer any questions from the Planning Commission.

Chair Neff asked Associate Engineer Peterson if there would be any need for improvement of the City's infrastructure. Mr. Peterson replied that those studies have yet to be performed but there would be no impacts from this phase. Director Woldruff added that the Planning Commission would receive a Master Plan for the East Campus facility within the next three to four months that would include some building additions, some façade improvements, and other improvements that would require some upgrades to the existing utilities.

Director Woldruff read the letter from Omnitrans into the public record; the letter explained that because Omnitrans was the service provider for the San Bernardino Valley, they would like to ensure adequate pedestrian amenities in regards to sidewalk widths, provisions for sidewalks near a transit stop that would provide a clear path of travel for persons with disabilities. She added that in her opinion, Omnitrans was operating with the assumption that LLUMC was adding new square footage.

Director Woldruff added that she had shared the letter from Omnitrans with Mr. Breyer who informed her that LLUMC was already providing some of those services. Mr. Breyer stated that he would contact Omnitrans to answer their concerns.

Director Woldruff suggested that a condition be added to the Conditions of Approval stating that staff and the applicant would work with Omnitrans to address their concerns. A brief discussion ensued on the Americans with Disability Act (ADA) requirements for a clear path of travel.

Director Woldruff assured the Commission that all phases of the East Campus project would be brought before them for their review.

Mr. Jay Linthicum, 11457 Benton Street, Loma Linda addressed the Commission to share his concerns regarding the project. He commented on the following issues:

- The need for a physical natural barrier between residential properties near the East Campus;
- The placement of the parking lot to the southeast corner of Barton Road and Benton Street further away from the residential properties;
- The increase in heavy truck circulation;
- The disturbance caused by the increase in traffic;
- The flood canal on the HOA's property

Mr. Breyer replied that the LLUMC had already met with the Homeowner's Association and that future meetings would be scheduled to address mitigation of the possible increase in the number of vehicle although he does not foresee a large increase in traffic, he agrees that a natural barrier would help and that the LLUMC supports the spirit of cooperation between the two entities.

Commissioner Roberts asked Mr. Michael Jackson, CEO for the Hospital if the park and the parking areas could be switched so that the park would be away from the noise from Barton Road. Mr. Jackson replied that the Hospital had signed an agreement with the bank that donated the land that a park would be located on the property.

A discussion ensued regarding delivery trucks and other vehicles in the parking lot adjacent to the residential area, and landscape work.

The discussion continued on the following points:

- Delivery trucks and other vehicles in the parking lot adjacent to the residential area;
- Time landscape work is done;
- Parking so that lights from vehicles don't disturb the property owners of Benton Estates;
- Drainage issues;

- Trash location and collection;
- Parking lot landscaping and the use of shade trees;
- Irrigation issues;
- The location of the park on Barton Road which is a busy street – Mr. Jackson explained that the patients would feel more at home if it's a public place that was a normal environment to promote their independence.

Mr. Jackson described a public park where the Hospital would add a “boundless playground” especially designed for children in wheelchairs or any other mobility limitations. He explained that the playground was designed for wheel chair access for therapy and socialization. He added that the patients learn in a real-life environment with mailboxes, restaurants, etc.

Conditions of Approval

Condition 10 would read as follows:

- 10.a. During construction of the site, the project shall comply with Section 9.20 (Prohibited Noises) of the Loma Linda Municipal Code and due to the sensitive receptors on-site and in the surrounding neighborhoods, construction activities shall be further restricted to cease between the hours of 6:00 p.m. to 7:00 a.m.
- 10.b. Maintenance, deliveries, and refuse pickup shall be limited in the southwestern parking lot to general business hours (from 7:00 a.m. to 6:00 p.m.) on Mondays through Fridays.

Condition 21 would read as follows:

- 21.a. The applicant shall revise the concept landscape plan to include in the parking lots shade trees with larger canopies to ensure that a minimum of eight percent landscaping is provided, and tree wells and/or linear planters in the center parking row of the parking lot located west and adjacent to the Community Park. One tree per five parking spaces shall be provided in the parking lots. The revised landscape plan shall be reviewed by Community Development and Public Works staff prior to issuance of construction permits.
- 21.b. Root guards shall be placed around the roots of all trees to be planted in the front, exterior side yards, yards adjacent to alleys and in the parkways.

A condition was added regarding a separating block wall as follows:

19. Any and all fencing shall be illustrated on the final landscape plan. The applicant shall work with staff, the adjacent property owners, and the Benton Way Estates Homeowners Association to resolve the issue of an appropriate landscape fence and/or wall (or a combination thereof) barrier between the residential properties to the south and the facility prior to issuance of construction and/or building permits.

Other issues discussed were the height of the wall separating the subject property from the adjacent residential properties, and handicap access to the future administrative building.

Motion by Rosenbaum, seconded by Roberts, and unanimously carried by a vote of 4-0 to Adopt the Negative Declaration and Approve Precise Plan of Design (PPD) No. 03-03 subject to the modified Conditions of Approval. (Essex and Christianson absent)

PC-04-05 - CONDITIONAL USE PERMIT (CUP) NO. 02-06 - A request to construct a 2,126 square-foot, five-bay auto service facility with office space. The project also includes an additional 4,248 square-feet of lease space for retail use. The site, located at 25609 Redlands Boulevard, is currently a vacant lot.

Senior Planner Lamson informed the Planning Commission that the Public Hearing Notice had been provided to the newspaper for publishing, however it was not published on the appropriate date. Therefore, the public hearing period could not occur. She explained that she was requesting that the item be continued to the regular meeting of February 4, 2004 to provide the proper public comment period as required by State law.

Motion by Rosenbaum, seconded by Roberts, and unanimously carried by a vote of 4-0 to continue Condition Use Permit (CUP) 02-06 to the regular meeting of February 4, 2004. (Essex and Christianson absent)

STUDY SESSION ITEM

PC-04-06 - DEVELOPMENT ISSUES CHECKLIST - A Planning Commission project to create a generic list of issues and concerns relative to development projects that may be used as an informational handout for prospective developers.

Senior Planner Lamson informed the Commission that because of a heavy workload, she hadn't had the opportunity to work on the checklist. It was the consensus of the Commission to continue the discussion to the February 4, 2004 regular meeting. Chair Neff encouraged the Commissioners to keep their Development Issues Checklist for the discussion at the next meeting. Commissioner Roberts stated that she encouraged the other members of the Commission to work with staff to get a sound understanding of the issue of the garage setback.

PC-04-07 - APPROVAL OF MINUTES – Minutes of the Study Session of May 15, 2002, Minutes of the Special Meeting of July 23, 2003, Minutes of the Regular Meeting of October 1, 2003, the Special Meeting of October 7, 2003, and Minutes of the Regular Meeting of November 5, 2003.

Motion by Roberts, seconded by Rosembaum, and unanimously carried to adopt the minutes of the Study Session of May 15, 2002 as presented.

Motion by Roberts seconded by Rosembaum, and carried to adopt the minutes of the Regular Meeting of October 1, 2003 as presented.

Because of the lack of a quorum for individual sets of minutes, the adoption of the Minutes of the Special Meeting of July 23, 2003, October 7, 2003 and the Regular Meeting of November 5, 2003 was continued to the next regular meeting on February 4, 2004.

REPORTS BY THE PLANNING COMMISSIONERS

There were no reports by the Commissioners.

COMMUNITY DEVELOPMENT DIRECTOR REPORT

Director Woldruff informed the Commission that if all the developers that have come in to inquire about application requirements do bring their projects forward, there would be 18 new projects in the next two months for the Planning Commission to review. Chair Neff suggested that staff provide all of those developers with a copy of the checklist as soon as staff can complete the format so that some of those issues are addressed, before the formal applications are submitted.

Meeting was adjourned at 9:35 p.m.

Minutes approved at the meeting of May 5, 2004.

Administrative Secretary